

Auditing Procedures Report

[Instructions and MuniCodes](#)

* = Required Fields

Reset Form

Issued under Public Act 2 of 1968, as amended. (V1.07)

Unit Name* Lincoln Township	County* ISABELLA	Type* TOWNSHIP	MuniCode* 37-1-100
Opinion Date-Use Calendar* Aug 20, 2008	Audit Submitted-Use Calendar* Sep 22, 2008	Fiscal Year End Month* 03	Fiscal Year* 2008

If a local unit of government (authorities & commissions included) is operating within the boundaries of the audited entity and is NOT included in this or any other audit report, nor do they obtain a stand-alone audit, enclose the name(s), address(es), and a description(s) of the authority and/or commission.

Place a check next to each "Yes" or non-applicable question below. Questions left unmarked should be those you wish to answer "No."

<input checked="" type="checkbox"/> ?	1. Are all required component units/funds/agencies of the local unit included in the financial statements and/or disclosed in the reporting entity notes to the financial statements?
<input checked="" type="checkbox"/> ?	2. Does the local unit have a positive fund balance in all of its unreserved fund balances/unrestricted net assets?
<input type="checkbox"/> ?	3. Were the local unit's actual expenditures within the amounts authorized in the budget?
<input checked="" type="checkbox"/> ?	4. Is this unit in compliance with the Uniform Chart of Accounts issued by the Department of Treasury?
<input checked="" type="checkbox"/> ?	5. Did the local unit adopt a budget for all required funds?
<input checked="" type="checkbox"/> ?	6. Was a public hearing on the budget held in accordance with State statute?
<input checked="" type="checkbox"/> ?	7. Is the local unit in compliance with the Revised Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, and other guidance as issued by the Local Audit and Finance Division?
<input checked="" type="checkbox"/> ?	8. Has the local unit distributed tax revenues, that were collected for another taxing unit, timely as required by the general property tax act?
<input checked="" type="checkbox"/> ?	9. Do all deposits/investments comply with statutory requirements including the adoption of an investment policy?
<input checked="" type="checkbox"/> ?	10. Is the local unit free of illegal or unauthorized expenditures that came to your attention as defined in the Bulletin for Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin.)
<input checked="" type="checkbox"/> ?	11. Is the unit free of any indications of fraud or illegal acts that came to your attention during the course of audit that have not been previously communicated to the Local Audit and Finance Division? (If there is such activity, please submit a separate report under separate cover.)
<input checked="" type="checkbox"/> ?	12. Is the local unit free of repeated reported deficiencies from previous years?
<input checked="" type="checkbox"/> ?	13. Is the audit opinion unqualified? 14. If not, what type of opinion is it? NA
<input checked="" type="checkbox"/> ?	15. Has the local unit complied with GASB 34 and other generally accepted accounting principles (GAAP)?
<input checked="" type="checkbox"/> ?	16. Has the board or council approved all disbursements prior to payment as required by charter or statute?
<input checked="" type="checkbox"/> ?	17. To your knowledge, were the bank reconciliations that were reviewed performed timely?
<input checked="" type="checkbox"/> ?	18. Are there reported deficiencies? <input checked="" type="checkbox"/> 19. If so, was it attached to the audit report?

General Fund Revenue:	<input type="checkbox"/> ? \$ 204,957.00
General Fund Expenditure:	<input type="checkbox"/> ? \$ 258,577.00
Major Fund Deficit Amount:	\$ 0.00

General Fund Balance:	<input type="checkbox"/> ? \$ 220,397.00
Governmental Activities Long-Term Debt (see instructions):	<input type="checkbox"/> ? \$ 0.00

We affirm that we are certified public accountants (CPA) licensed to practice in Michigan. We further affirm the above responses have been disclosed in the financial statements, including the notes, or in the Management Letter (reported deviations).

CPA (First Name)* Chad	Last Name* Payton	Ten Digit License Number* 1101021946		
CPA Street Address* 308 Gratiot Avenue	City* Alma	State* MI	Zip Code* 48801	Telephone* +1 (989) 463-6123
CPA Firm Name* Roslund, Prestage & Company	Unit's Street Address* 8500 S. Crawford Road	Unit's City* Shepherd	Unit's Zip* 48883	

Financial Statements

Lincoln Township
Isabella County, Michigan

March 31, 2008



Lincoln Township
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March 31, 2008

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INDEPENDENT AUDITOR'S REPORT

Lincoln Township
Isabella County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Lincoln Township, as of and for the year ended March 31, 2008, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Township, as of March 31, 2008, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated August 20, 2008, on our consideration of the Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and important for assessing the results of our audit.

The Management's Discussion and Analysis and budgetary comparison information are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink that reads "Roslund, Prestage & Co, PC". The script is cursive and fluid, with the letters connected. The signature is written on a light gray rectangular background.

Roslund, Prestage & Company, P.C.
Certified Public Accountants

August 20, 2008

MANAGEMENT'S DISCUSSION AND ANALYSIS



Lincoln Township of Isabella County Management Discussion and Analysis Letter

We, the Board of Lincoln Township, offer the citizens of the Township the financial statements with this narrative overview and analysis of the financial activities of Lincoln Township for the fiscal year ending March 31, 2008.

This report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of Lincoln Township as a whole, and present a longer-term view of the Township's finances.

Fund financial statements tell how these services were financed in the short term, as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than the government-wide financial statements.

Government-Wide Financial Analysis

The government-wide financial statements are designed to provide readers with a broad overview of the Township's finances.

The statement of net assets on the following page presents information on all the Township's assets and liabilities, with the difference between the two reported as net assets.

The statement of activities presents information showing how the township's net assets changed during the most recent fiscal year.

Both the government-wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues. The governmental activities of the Township include general government, public safety, public works and other miscellaneous items.

Fund Financial Statements

Lincoln Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

Notes to the financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 8 to 17.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Township's Budget to Actual Comparison. The Township adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund and other major funds to demonstrate compliance with this budget. This statement can be found on page 18 of this report.

Financial Highlights:

Statement of Net Assets

The Township net assets are derived from current assets of the general fund and investments and non-current assets of land and capital assets. As of March 31, 2008 the total net assets were \$425,738.

The current level of unrestricted net assets for township governmental activities stands at \$220,397, or about 90% of the 2007-2008 expenditures.

Statement of Activities

The total governmental fiscal year expenses were \$243,610 and the total general fiscal year revenues were \$204,957 making a (\$38,653) change in net assets from the beginning of the fiscal year. Based on a comparison from the 2006 and 2008 audit both revenue and expenditures have increased. Revenue has increased by \$5,093 while expenses have increased by \$36,986.

The revenue received provides for basic services such as fire protection and governmental operations. The board feels it is better to use the revenue to benefit the residents then to bank the money. The original budget for expenses had earmarked \$90,000 for road improvement. Because the County Road Commission postponed the completion of the road contracts, a portion of money was used for capital improvements in land and fencing for the town-hall and full payment of the Child's Drain project. Making a full payment saved \$10,418 in interest over the full term of the loan. The completion cost of the Saunders drain came in much higher than expected making full payment not feasible. Finally, additional costs were incurred due to the cost of roadside pickup of recyclables, which has brought almost 90 tons of recyclable materials from the township residents

Economic Factors and 2008-2009 Budgets and Rates

The 2008-2009 township budget is anticipating revenue of \$199,960 most of which will come from local property taxes of \$48,000 and state revenue amounting to \$131,000. This is a decrease from previous years. The adopted expenditure budget is \$299,960, which a large portion is for road improvement postponed from the previous year and additional road maintenance for this year. To balance the budget the board is planning to use cash reserves. This will bring investments to a reasonable level. Balancing the provision of services to the residents and maintaining financial stability.

The Township board has made a sincere effort to continue to provide services to the Township in a cost effective and beneficial manner.

Contacting Township Board Members

This financial report is intended to provide the citizens, taxpayers and investors with a general overview of the Township's accountability for the money it receives. If one has questions about this report or needs additional information, members of the board welcome contact through the Township Treasurer at (989)-828-5977 or write to:

**Lincoln Township Treasurer
9023 S. Isabella Road
Shepherd, MI 48883**

GOVERNMENT-WIDE FINANCIAL STATEMENTS



Lincoln Township
Statement of Net Assets
March 31, 2008

	<u>Governmental Activities</u>
ASSETS	
Current assets	
Cash and cash equivalents	\$187,530
Due from fiduciary fund	4,470
Due from other governments	<u>31,264</u>
Total current assets	223,264
Noncurrent assets	
Land	26,500
Capital assets - net of accumulated depreciation	<u>178,841</u>
Total noncurrent assets	<u>205,341</u>
Total assets	<u>428,605</u>
 LIABILITIES	
Current liabilities	
Accounts payable	<u>2,867</u>
 NET ASSETS	
Invested in capital assets, net of related debt	205,341
Unrestricted	<u>220,397</u>
Total net assets	<u><u>\$425,738</u></u>

See Accompanying Notes To Financial Statements

Lincoln Township
Statement of Activities
For the Year Ended March 31, 2008

Functions / Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Assets
		Charges for Services	Operating Grants and Contributions	Governmental Activities
PRIMARY GOVERNMENT				
General government	\$87,880	\$4,000	-	(\$83,880)
Public safety	51,321	-	-	(51,321)
Public works	97,470	-	-	(97,470)
Other	6,939	-	-	(6,939)
Total governmental activities	\$243,610	\$4,000	-	(239,610)

GENERAL REVENUES

Property taxes	49,016
State-shared revenues	132,451
Unrestricted investment earnings	11,290
Miscellaneous	<u>8,200</u>
Total general revenues	<u>200,957</u>
Change in net assets	(38,653)
Net assets - beginning of year	<u>464,391</u>
Net assets - end of year	<u>\$425,738</u>

See Accompanying Notes To Financial Statements

FUND FINANCIAL STATEMENTS



Lincoln Township
Balance Sheet - Governmental Funds
March 31, 2008

	General Fund
ASSETS	
Cash and cash equivalents	\$187,530
Due from fiduciary fund	4,470
Due from other governments	<u>31,264</u>
Total assets	<u><u>\$223,264</u></u>
 LIABILITIES AND FUND BALANCES	
Accounts payable	<u>\$2,867</u>
Fund balances	
Unreserved, undesignated	<u>220,397</u>
Total fund balances	<u>220,397</u>
Total liabilities and fund balances	<u><u>\$223,264</u></u>

See Accompanying Notes To Financial Statements

Lincoln Township
Reconciliation of Fund Balances on the Balance Sheet for Governmental Funds
to Net Assets of Governmental Activities on the Statement of Net Assets
For the Year Ended March 31, 2008

Total fund balance - governmental funds	\$220,397
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Amounts reported for governmental activities in the statement of
net assets are different because:

Capital assets used in governmental activities are not financial
resources and therefore are not reported in the funds.

Add: capital assets	303,233
Deduct: accumulated depreciation	<u>(97,892)</u>

Net assets of governmental activities	<u><u>\$425,738</u></u>
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See Accompanying Notes To Financial Statements

Lincoln Township
Statement of Revenue, Expenditures and Changes in Fund Balances - Governmental Funds
For the Year Ended March 31, 2008

	<u>General Fund</u>
REVENUES	
Taxes and penalties	\$49,016
State grants	132,451
Charges for services	4,000
Interest and rentals	13,235
Other revenues	<u>6,255</u>
 Total revenues	 204,957
 EXPENDITURES	
General government	77,510
Public safety	51,321
Public works	97,470
Other	6,939
Capital outlay	<u>25,337</u>
 Total expenditures	 <u>258,577</u>
 Excess of revenues over (under) expenditures	 (53,620)
 Fund Balance, beginning of year	 <u>274,017</u>
Fund Balance, end of year	<u><u>\$220,397</u></u>

See Accompanying Notes To Financial Statements

Lincoln Township
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund
Balances of Governmental Funds to the Statement of Activities
For the Year Ended March 31, 2008

Net change in fund balances - total governmental funds (53,620)

Amounts reported for governmental activities in the statement of activities
are different because:

Governmental funds report capital outlays as expenditures. However,
in the statement of activities, the cost of those assets is allocated over
their estimated useful lives as depreciation expense.

Add: capital outlay	25,337
Deduct: depreciation expense	<u>(10,370)</u>

Change in net assets of governmental activities (\$38,653)

See Accompanying Notes To Financial Statements

Lincoln Township
Statement of Net Assets
Fiduciary Funds
March 31, 2008

	<u>Agency Fund</u>
ASSETS	
Cash and cash equivalents	<u>\$36,785</u>
Total assets	<u><u>\$36,785</u></u>
 LIABILITIES	
Due to general fund	\$4,470
Due to others	<u>32,315</u>
Total liabilities	<u><u>\$36,785</u></u>

See Accompanying Notes To Financial Statements

NOTES TO THE FINANCIAL STATEMENTS



Lincoln Township
Notes to Financial Statements
March 31, 2008

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying financial statements of Lincoln Township (the Township) have been prepared in conformity with accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant accounting policies used by the Township.

Reporting Entity

The Township is governed by an elected five-member Board. The Township receives funding from local and state sources and must comply with all of the requirements of these funding source entities. However, the Township is not included in any other governmental reporting entity as defined by the accounting principles generally accepted in the United States of America. Board members are elected by the public and have decision-making authority, the power to designate management, the ability to significantly influence operations, and the primary accountability for fiscal matters. In addition, the Township's reporting entity does not contain any component units as defined in Governmental Accounting Standards Board Statement Nos. 14 and 39.

Joint Venture

The Township is a member of the Shepherd Tri-Township Fire Department, which is a joint venture between the Township and the Village of Shepherd, Chippewa Township, and Coe Township. All units are located in Isabella County. Each unit names two members and an alternate from its governmental body to serve as the Fire Department's Advisory Board. The Advisory Board is responsible for adopting the annual budget. Under the arrangement, each unit bears its share of the cost according to a formula which takes the ratio of population and state equalized valuation which each unit involved bears to the total population and state equalized valuation of all units and averages the two. Annual contributions are made based upon the budget. The following financial information of the joint venture was obtained from the audited financial statements of the Shepherd Tri-County Fire Department for the year ended November 30, 2007, the most recent financial statements available:

Total Assets	\$349,550
Total Liabilities	-
Total Equity	339,964
Total Revenues	366,724
Total Expenditures	\$206,473

Capital assets at cost, which are not included in the above numbers, totaled \$1,790,190.

Lincoln Township
Notes to Financial Statements
March 31, 2008

For the Fire Department's year ended November 30, 2007 the share of the annual budget for each participating unit was:

Governmental Unit	Share of Budget
Village of Shepherd	14%
Chippewa Township	45%
Lincoln Township	23%
Coe Township	18%
Total	100%

The Township is unaware of any circumstances that would cause it an additional benefit or burden in the near future. Complete financial statements for the year ended November 30, 2007 can be obtained by writing to: Shepherd Tri-Township Fire Department, 410 N. Chippewa, Shepherd, MI 48883.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities* normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to consumers who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Net assets are restricted when constraints placed on them are either externally imposed or are imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net assets. When both restricted and unrestricted resources are available for use, generally it is the Township's policy to use restricted resources first, then unrestricted resources as they are needed.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Measurement Focus, Basis of Accounting and Financial Statement Presentation

Government-Wide Financial Statements – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental Fund Financial Statements - The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal year end. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, claims and judgments, are recorded only when payment is due.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Fiduciary Fund Financial Statements – Fiduciary funds account for assets held by the Township as a trustee or agency capacity on behalf of others and, therefore, are not available to support Township operations. The reporting focus is upon net assets and changes in net assets and employs accounting principles similar to proprietary funds. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township's operations. The Township currently maintains an agency fund to account for the monies collected and paid to various governmental entities for property tax collections.

The Township reports the following major funds:

Governmental Funds - The *General Fund* is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Budgetary Data

Budgets are adopted by the Township for the general fund. The budget is adopted and prepared on the modified accrual basis of accounting. The budget is adopted at the function level. The budgeted revenues and expenditures for governmental fund types, as presented in this report, include any authorized amendments to the original budget as adopted.

The Township does not maintain a formalized encumbrance accounting system.

Property Taxes

Property taxes are levied on each December 1st on the taxable valuation of property located in the Township as of the preceding December 31st. These taxes are due on February 14th with the final collection date of February 28th before they are added to the county delinquent tax rolls.

For Township operations, the 2007 taxable valuation of the Township totaled \$49,725,513, on which .9759 mills were levied. The total 2007 levy for the Township was \$48,527.

Estimates

The process of preparing financial statements in conformity with accounting principles generally accepted in the United States of America requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues and expenditures. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

Cash and Cash Equivalents

The Township's cash and cash equivalents are considered to be cash on hand, money market funds, demand deposits and certificates of deposit.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The Township's deposits are in accordance with statutory authority.

Receivables

Receivables have been recognized for all significant amounts due the Township in accordance with the accounting principles used for the particular fund. Valuation reserves have not been provided since their collection is not considered doubtful and any uncollected amounts would be immaterial.

Inventories

Inventories, which are immaterial in amount, are not recognized as an asset in these financial statements. Inventories are recorded as expenditures at the time of purchase in the governmental fund types.

Capital Assets

Capital assets, which include property, plant and equipment, of the governmental activities are reported in the governmental column in the government-wide financial statements. There is no capitalization policy threshold. Capital assets are defined by the Township as individual assets with an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during construction of capital assets is not capitalized. No interest expense was incurred during the current year.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Capital assets utilized in the governmental funds are recorded as expenditures in the governmental fund financial statements. Depreciation expense is recorded in the government-wide financial statements.

Capital assets of the Township are depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Land	Not Applicable – Not Depreciated
Buildings & Improvements	10 – 50
Equipment	5 – 20

Governmental Fund – Fund Balance Reserves and Designations

The governmental fund financial statements present fund balance reserves for those portions of fund balance (1) not available for appropriation for expenditure or (2) legally segregated for a specific future use.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary Information

Annual budgets are adopted at the function level and on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year end. The budgeted revenues and expenditures, as presented in this report, include any authorized amendments to the original budget as adopted.

Excess of Expenditures over Appropriations

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

During the year ended March 31, 2008, the Township incurred expenditures in excess of the amounts appropriated as shown in the back of this report.

Lincoln Township
Notes to Financial Statements
March 31, 2008

NOTE 3 - DETAILED NOTES

Cash and Cash Equivalents

At March 31, 2008, the carrying amount of the Township's cash and cash equivalents was \$187,530 as follows:

Cash deposits	\$101,048
Certificates of Deposit	86,482
Total	\$187,530

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the Township's deposits might not be recovered. At March 31, 2008, the carrying amount of the Township's deposits was \$187,530 and the bank balance was \$187,530. Of the bank balance, \$186,483 was covered by federally depository insurance and the remainder was uninsured and uncollateralized. Deposits which exceed FDIC insurance coverage limits are held at local banks. Restricted cash represents amounts restricted for cemetery care.

Investments

State statutes authorize the Township to invest in obligations and certain repurchase agreements of the United States Treasury and related governmental agencies, commercial paper, banker's acceptances of the United States banks, obligations of the State of Michigan or any of its political subdivisions and mutual funds composed entirely of the above investments. As of March 31, 2008, the Township had no such investments.

The Township's investment policy complies with the State statutes and has no additional investment policies that would limit its investment choices.

Interest Rate Risk – Investments

Under State statutes, investment in commercial paper is limited to maturities of not more than 270 days after the date of purchase. The Township's investment policy does not place any further limitations on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Custodial Credit Risk – Investments

Custodial credit risk is the risk that, in the event of a failure of the counterparty, the Township will not be able to recover the value of its investments that are in the possession of an outside party. The Township requires all security transactions, including collateral for repurchase agreements, to be made on a cash basis or a delivery vs. payment basis. Securities may be held by a third party custodian and must be evidenced by safekeeping receipts. The Township does not have any additional policies for custodial credit risk over investments.

Credit Risk

State statutes limit investments in commercial paper to be rated at the time of purchase within the three highest classifications established by not less than two standard rating services. Investments in obligations of the State of Michigan or its political subdivisions must be rated as investment grade by not less than one rating service. Investments in bonds, obligations or repurchase agreements must be made with the U.S. Treasury and banker's acceptances with United States banks. The Township's investment policy limits investments to be made with prudent judgment as to the safety of the invested capital and probable outcome of income.

Concentration of Credit Risk

The Township places no limit on the amount it may invest in any one issuer.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Capital Assets - A summary of changes in capital assets follows:

	Beginning Balance	Additions	Disposals	Ending Balance
ASSETS				
Land	\$26,500	-	-	\$26,500
Buildings & Improvements	241,550	\$23,551	-	265,101
Equipment	9,846	1,786	-	11,632
Sub-totals	277,896	25,337	-	303,233
ACCUMULATED DEPRECIATION				
Buildings & Improvements	(81,911)	(9,046)	-	(90,957)
Equipment	(5,611)	(1,324)	-	(6,935)
Sub-totals	(87,522)	(10,370)	-	(97,892)
Totals	\$190,374	\$14,967	-	\$205,341

Depreciation expense was charged to the general government function.

Risk Management

The Township is exposed to various risks of loss related to theft of, damage to, and destruction of assets; errors and omissions; injuries; and natural disasters. The Township has purchased commercial insurance from independent insurance providers. Settled claims for the commercial insurance have not exceeded the amount of coverage in any of the past three years. There was no reduction in coverage obtained through commercial insurance during the past year.

Lincoln Township
Notes to Financial Statements
March 31, 2008

Employees Retirement System – Defined Contribution Pension Plan

Plan Description

Lincoln Township participates in the Municipal Retirement System's retirement plan. All members of the Township Board and all Township Employees are eligible to participate in the plan. As of March 31, 2008, the pension plan's current membership was four employees.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant and specifies how contributions to the individual's account are to be determined. The amount participant's receive depend solely on the amount contributed to the participant's account and the returns earned on those contributions.

Funding Policy

Employer contributions for each participant will be 7% of compensation. Mandatory employee contributions are 7% of compensation.

Benefits are 100% vested upon plan participation.

During the year, the Township's actual contributions to the plan amounted to \$4,838, which includes \$2,419 of employer contributions and \$2,419 of employee contributions.

No pension provision changes occurred during the year that affected the required contributions to be made by the Township or its employees.

REQUIRED SUPPLEMENTAL INFORMATION

BUDGETARY COMPARISON SCHEDULE



Lincoln Township
 Budgetary Comparison Schedule
 General Fund
 For the Year Ended March 31, 2008

	<u>Budgeted Amounts</u>			Actual Over
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	(Under) Final <u>Budget</u>
REVENUES				
Taxes and penalties	-	-	\$49,016	\$49,016
State grants	-	-	132,451	132,451
Charges for services	-	-	4,000	4,000
Interest and rentals	-	-	13,235	13,235
Other revenues	-	-	6,255	6,255
Total revenues	-	-	204,957	204,957
EXPENDITURES				
General government	\$78,500	\$78,500	77,510	990
Public safety	55,000	55,000	51,321	3,679
Public works	108,500	108,500	97,470	11,030
Other	6,550	6,550	6,939	(389)
Capital outlay	-	-	25,337	(25,337)
Total expenditures	248,550	248,550	258,577	(10,027)
Excess of revenues over (under) expenditures	(248,550)	(248,550)	(53,620)	194,930
Fund Balance, beginning of year	274,017	274,017	274,017	-
Fund Balance, end of year	<u>\$25,467</u>	<u>\$25,467</u>	<u>\$220,397</u>	<u>\$194,930</u>

See Accompanying Notes To Financial Statements



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Township Board
Lincoln Township
Isabella County, Michigan

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Lincoln Township as of and for the year ended March 31, 2008, which collectively comprise Lincoln Township's basic financial statements and have issued our report thereon dated August 20, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Lincoln Township's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiency described as 2008-1 in the accompanying schedule of findings and responses to be a significant deficiency in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe the significant deficiency described above as 2008-1 is not a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Lincoln Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we have reported to management in a separate letter dated August 20, 2008.

Lincoln Township's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. We did not audit the Township's responses and, accordingly, we express no opinion on them.

This report is intended for the information and use of management, Township Board, federal awarding agencies, pass-through entities and others within the entity and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Roslund, Prestage & Co, PC".

Roslund, Prestage & Company, P.C.
Certified Public Accountants

August 20, 2008

Lincoln Township
Schedule of Findings and Responses

Finding 2008-1

Finding considered a significant deficiency

Effective for the year ended March 31, 2008, Statement on Auditing Standards #112 titled *Communicating Internal Control Related Matters Identified in an Audit* (Issued May 2006) requires us to communicate in writing when a client requires assistance to prepare the financial statements and related footnotes required in the annual audit report in accordance with accounting principles generally accepted in the United States of America.

The annual financial statements for the year ended March 31, 2008 required numerous audit adjustments, most of which the staff was aware needed to be recorded. The staff of the Township does understand all information included in the annual financial statements; however, we assist in preparing the financial statements and related footnotes.

We do not recommend any changes to this situation at this time and communicate this as required by professional standards.

Client Response

We are aware of this deficiency and believe it is not cost beneficial in our situation to develop this expertise. We will continue to use our external auditors for this technical assistance. We expect this situation to be ongoing in future years.



Management Letter

Members of the Board
Lincoln Township, Michigan

In planning and performing our audit of the financial statements of Lincoln Township for the fiscal year ended March 31, 2008, we considered the internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit, we became aware of matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our audit report dated August 20, 2008, on the financial statements of Lincoln Township.

We will review the status of these comments during our next audit engagement. We have discussed these comments and suggestions with management, and will be pleased to discuss them in further detail at your convenience.

Sincerely,

A handwritten signature in black ink that reads 'Roslund, Prestage & Co, PC'.

Roslund, Prestage & Company, P.C.
Certified Public Accountants

August 20, 2008

CURRENT YEAR COMMENTS AND RECOMMENDATIONS

Organizational Structure

The size of the Township's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This situation dictates that the Township Board remain involved in the financial affairs of the Township to provide oversight and independent review functions.

Capital Assets

We noted during the audit that the Township does not have thresholds over which items are considered for capitalization. We recommend that the Township adopt a policy outlining thresholds for items to be capitalized for financial statement purposes. These thresholds should include not only a dollar threshold, but also a useful life threshold (i.e. items purchased over \$1,000 and with a useful life of over one year).

Budgets

Currently the Township creates an annual budget for expenses, but does not include a budget for expected revenues or the purchase of capital assets for the year. We believe that a budget for these items can help the Township in establishing goals and objectives for management and in planning for the most economical use of the resources of the Township. Therefore, we recommend that a budget for revenues and the purchase of capital assets be included in the annual budgeting process and that the entire budget be reviewed and revised periodically as needed.